

State of Hawaii  
Department of Human Service  
Benefits, Employment and Support Services Division  
Employment and Training Program Office

**Addendum #1**

**August 3, 2011**

**To**

**Request for Proposals**

**RFP No. HMS 903-12-01-S  
Statewide Case Management,  
Vocational Rehabilitation,  
Employment, and Support Services for  
Temporary Assistance for Needy Families (TANF)  
Households**

**July 25, 2011**

August 3, 2011

**ADDENDUM NO. 1**

To

**REQUEST FOR PROPOSALS**

**Statewide Case Management, Vocational Rehabilitation, Employment, and Support  
Services for Temporary Assistance for Needy Families (TANF) Households  
HMS 903-12-01-S**

The Department of Human Services, Benefits, Employment and Support Services Division, Employment and Training Program Office is issuing this addendum to HMS 903-12-01-S Statewide Case Management, Vocational Rehabilitation, Employment, and Support Services for Temporary Assistance for Needy Families (TANF) Households for the purposes of:

- ☐ Responding to questions that arose at the orientation meeting of <Date> and written questions subsequently submitted in accordance with Section I-V, of the RFP.
- ☒ Amending the RFP.
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended to <new date>.
- ☐ is not amended.
- ☐ for Final Revised Proposals is <date>.

Attached is (are):

- ☐ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☐ Amendments to the RFP.
- ☐ Details of the request for final revised proposals.

If you have any questions, contact:

Ginet Hayes, Program Specialist  
(808) 586-7088  
[ghayes@dhs.hawaii.gov](mailto:ghayes@dhs.hawaii.gov)  
820 Mililani Street, Room 606  
Honolulu, HI 96813

HMS 903-12-01-S Statewide Case Management, Vocational Rehabilitation,  
Employment, and Support Services for Temporary Assistance for Needy Families  
(TANF) Households is amended as follows:

**PROPOSAL MAIL-IN AND DELIVERY INFORMATION SHEET**

**DHS RFP  
COORDINATOR**

Ginet Hayes  
Program Specialist  
Phone: (808) 586-7088  
Fax: (808) 586-5744

***Subsection***                      ***Page***

**Section 1, Administrative Overview**

1-1                      The procurement timetable is  
amended for the following activities:

Proposal evaluation period:  
8/26/2011 – 9/6/2011  
Provider selection: 9/7/2011  
Notice of statement of findings and  
decision: 9/7/2011

All other activity scheduled dates  
remain in effect.

V.                      1-3                      The following contact information is  
amended to:

Phone: (808) 586-7088  
E-mail Address:  
[ghayes@dhs.hawaii.gov](mailto:ghayes@dhs.hawaii.gov)

**Section 2, Service Specifications**  
**II.F.**

2-5                      The individual listed below is the  
sole point of contact from the date of  
release of this RFP until the selection  
of the successful PROVIDER.  
Written questions should be  
submitted to the RFP contact person  
and received by the day and time  
specified in Section 1, Item I,  
“Procurement Timetable,” of this

RFP.

Ginet Hayes, Program Specialist

Phone: (808) 586-7088

Fax: (808) 586-5744

Email: ghayes@dhs.hawaii.gov

**Section 3, Proposal Application Instructions**

II.B

3-2

Applicants shall demonstrate experience and provide a description of projects/contracts pertinent to the delivery of the proposed services. Detailed description of the experience with the last three (3) years in operating a work program for the TANF population is desirable and must be validated by references including points of contact, addresses, e-mail and/or telephone numbers of references. The Department reserves the right to contact references to verify experience.

**Section 4, Proposal Evaluation**

No Changes

**Section 5, Attachments**

No Changes